

BUILDING DEVELOPMENT COMMISSION

Minutes of April 21, 2015 Meeting

Jonathan Bahr opened the Building-Development Commission (BDC) meeting at 3:05 p.m. on Tuesday, April 21, 2015.

Present: Chad Askew, Jonathan Bahr, Rob Belisle, Tom Brasse, Melanie Coyne, Travis Haston, Hal Hester, Rodney Kiser and Wanda Towler

Absent: Bernice Cutler, Scott Shelton, Ben Simpson and John Taylor

1. MINUTES APPROVED

Tom Brasse made the motion to approve the BDC Meeting Minutes from the March 3rd meeting; seconded by Hal Hester. The motion passed unanimously.

Tom Brasse made the motion to approve the BDC Meeting Minutes from the March 17th meeting; seconded by Melanie Coyne. The motion passed unanimously.

2. BDC MEMBER ISSUES

Jonathan Bahr introduced the newest members of the BDC, Wanda Towler. Mrs. Towler shared that she is a former member of this group serving two enjoyable terms and looks forward to serving again. Professionally worked for the County and one of the many areas of responsibility included working with the Code Enforcement department. When with CPCC worked in Facilities Operations and Building, providing a good perspective of both sides as well as allowing the opportunity to sit in the role of the owner; having no one to pass anything on to. Wanda would like to bring that perspective back and looks forward to serving.

Melanie Coyne asked for open discussion on HB255 and issues that conflict with Code Enforcement and not expending efforts on something that will be undercut down the road. Checked with Joe Padilla, specifically the issue where inspectors have to provide a complete list of all code deficiencies before leaving the site rather than stopping the inspection after a certain point when not ready. I believe this is in direct conflict and there is a possibility the language will be removed on the senate side but it may not since other counties are pushing for this.

MC: The other potential item going through is eliminating residential plan review.

JB: That was taken out of HB255.

MC: I will keep an eye on this. Joe Padilla felt he would get the votes in Senate to pass it. Per your associations; do you want to speak to the difference of opinion on when they call it a day on inspections?

TB: I stand by 10 personally yet can't speak for the entire Building Association of North Carolina; that's state level but I think what we got to is fair.

3. PUBLIC ATTENDEE ISSUES

No public attendee issues.

4. FIELD REORG CONCEPT PRESENTATION

Jim Bartl gave background on the Field Reorg Concept then introduced Jeff Griffin and Steve Pearson as the presenters. Jim also announced Steve Pearson as our new South Team Manager. Jim went on to say that Steve has been with the department for some time. Steve starting working with Tim Taylor in RTAC services a long time ago. When we went through the reorganization, he worked as an inspection supervisor for almost 5 years. He was selected as Gary's successor as leader of the South Team. We feel fortunate to have someone of this caliber to take over for Gary.

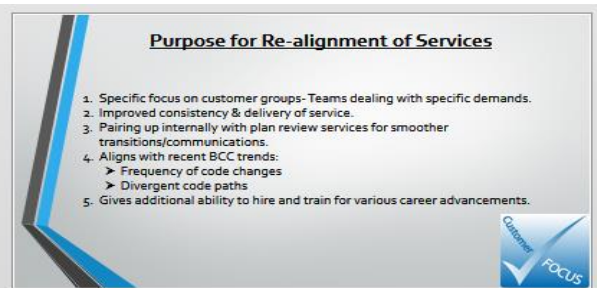
The Field Reorg Concept is to reorganize inspection delivery in the field. This is recognizing that the department is wrestling with some challenges maintaining inspection response time as well as filling vacancies. At the same time facing rigid code paths and development of codes at the BCC level. Codes

are becoming very specialized. It is our opinion that rethinking the current inspection organization will help address these issues. A briefing of the 727 reorg plan and current org structure was described. The 2015 Field Inspection Reorg concept will go into place immediately; also referred to as Phase I. Phase II and Phase III will spread out over a 9 – 18 month period. The 2015 reorg benefits aligns with code development in NC; residential is more specialized than in 2010. It also aligns with the RTAC/CTAC split and Plan Review Residential /CTAC-Onschedule/Mega split. We feel it builds a targeted resource for most complex projects, multi-family well as elevating consistency. Having specialized teams should make it easier to hire, train and provide a better career advancement structure.

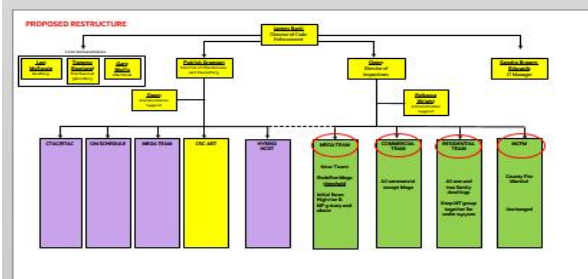
On the residential side, it allows us to create a team, trained and up-to-date on the latest BCC residential code version or amendments (growing pace of BCC changes) and expands the use of MT inspections. On commercial/mega side, it allows us to create teams, trained and up-to-date on the latest BCC commercial code version or amendments (growing pace of BCC changes). This includes expansion of the pre-construction meeting regimen and training for inspectors and contractors. It builds a stronger commercial side by training targeted inspection groups. (peculiarities on small-medium commercial projects / peculiarities on large and more complex projects). Long term, this allows us to create a mega team with combined plan review & inspections (as HCD Team), having code officials work start to finish with no plan review handoffs. Discussion ensued on splitting the North and South Team loads among 3 teams, Residential, Mega-MF, Commercial-Other and time management.



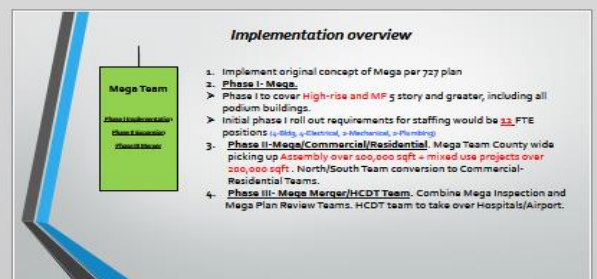
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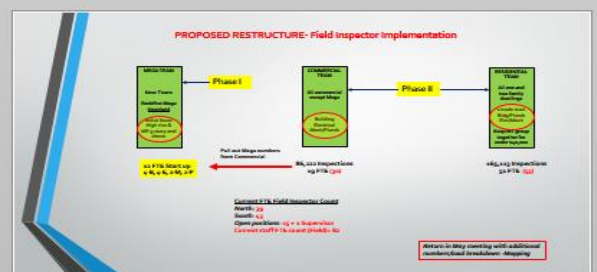
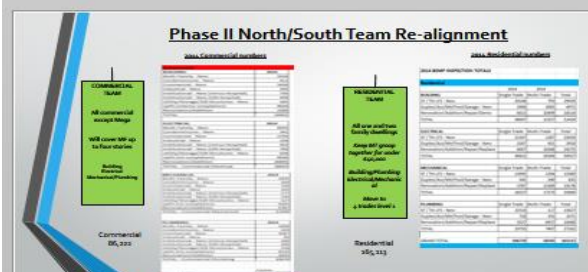
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CA: Is the intent to separate type III and type V.

JG: This includes all podium project regardless of the height.

CA: Our staff met w/ your department and there was discussion of possible team modeled on hybrid collaborative delivery for the mega projects.

JNB: Doesn't affect it right away. Phase III would make the team operate more like the HCDT.

CA: How does it affect the plan review side? Discussion of team modeled on HCDT projects.

JNB: Doesn't affect it right away.

CA: Will this require a BIM format?

JNB: We don't require format.

RB: How do you motivate dual inspections? Financial incentives? How many level 3 guys do you have?

JG: 12 pulled outta the group. Most players are in place have couple more left to train. We are still forecasting our hiring needs.

RB: How many years do you have to work to become a Level III Inspector?

JG: You will have to come in the door with 5 years construction experience. Probationary for 6 months, then there is one year between each level; usually about 5 years.

TH: While training can they perform inspections or are they an apprentice?

JG: It is up to the jurisdiction to provide training before we release them into the field.

TB: Any update from HR?

JB: Last heard, the LUESA Director made a proposal through HR to increase the market rate by 10%.

TH: Any positions filled since last meeting?

JG: We have 16 open positions to fill. 10-12 candidates lined up for interviews currently.

RB: Is this in-house or does it have to go before the board?

JB: No it's a pay equity position.

CA: Update on filling Director of Inspections position?

JB: 2 rounds of interviews and hope to have an answer very soon.

WT: How do you see that map growing in the future?

JB: Residential has been climbing and commercial at large; what's different is the multi-family demand; that is the unknown.

CA: This map is focused on a very specific subset of projects.

JNB: Map shows everything that has been permitted in MF.

TH: Are all these above 5 stories?

JG: 5 stories or more.

TB: What about the Fire Department not being included in the realignment. Talk about the interaction of team alignment with members other than county folks.

JB: On Mega team will operate similar to other agencies operate currently with Howard's HCDT Team. They are not in team but will communicate a lot with what's on site.

TB: Garden Style is not in Mega category; regardless of number of units?

JG: Will fall under the commercial team manager to provide those resources to keep it on track

JB: CCTF begins May 11th and focuses on inspection trip time allocations.

BDC members had not objections to move forward on the Inspection Team Service Realignment.

5. CHARLOTTE WATER DEVELOPMENT SERVICES FEE REVIEW

Carl Wilson with Charlotte Water Development Services discussed proposed plan review fees for the Development Services Group Charlotte Water. These fees would affect plan subdivision/backflow plan submittal and inspection. Currently, they charge \$200 for permit of public sewer extension and \$200 for private water extensions. The proposal is for full cost

recovery for staff geared around the Group Installation and Development Services. Carl shared they want a plan that is not too complicated and is scalable. The City has a rate methodology they have to follow. Presentations were made to the Charlotte Water Advisory last week, then today at the BDC and they plan to present to the Development Liaison Committee on April 22nd. All presentations will be made before May 11th, which is the deadline the City is trying to have the overall budget cemented. Whatever is decided has to be approved by the City Manager.

TB: The City charges fees for services rendered; which is different with water and sewer services on donated projects which provides revenue for Charlotte Water. A lot of the projects we've done provide benefit to that property and surrounding property owners at additional cost to the project; generally speaking. Would you pay fees on top of this to improve the public infrastructure system? Or can I only put in what I have to have for my project?

CW: Overall this gets to the heart of the matter. Should they pay for the service we provide even though the cash register is coming (meters/collecting revenue). The City standpoint feels there is a movement in development to pay and that should be a part of it.

TB: Have heard about it for years but it has been actively squashed. You might be making a bad decision because your departmental funding will be more unstable based on the ups and downs of the real estate market.

CW: I have serious apprehensions of user fees based on RIFs of the past. It could be wiped out tomorrow and not even an issue. We are currently charged with coming up with a way to recover fees.

RB: You charge \$200 now. What do you expect the fees to go up to?

CW: Land Development currently charges the total amount needed to recover costs for the group (30 folks) is \$3MM including salaries, benefits and overhead.

RB: All Charlotte water?

CW: No, just for the Installation & Development Group of Charlotte.

CA: Is the \$3MM a loss incurred each year or is it being covered by the current customer pay rate?

CW: Yes, it is being covered.

CA: Charlotte water is a utility that could privatize, make a profit and pay for its services. Is Charlotte Water in the red?

CW: One of the challenges is the City's budget shortfall of \$18MM. We are not provided any money by the general fund. We pay into the general fund. We look at this as an overall approach to our rates. Even though we are not losing money it is adding money to our rate increase, overall capital funds that we need to survive on.

TB: Is the cost of water going down for the average consumer?

CW: The rates will still go up but maybe not quite as much; it will be off-set for the cost.

We will need your input on this. We don't want to implement something people can't keep up with, it should be a clear indication of fees and how we scale this thing; getting the message out, etc. We ask for your help with this. Tomorrow we meet with the Development Liaison committee.

TH: What was the feedback from Water Advisory?

CW: Very little feedback. The developer's only comment was how do we phase it in and get people use to it.

TH: How long has it been set at \$200.00 each?

CW: When we took on self-permitting in 1993, then \$200.00 for private water permitting about 5 years ago.

TH: Right now you aren't out anything right?

CW: No it's per occurrence and will affect the backflow.

RB: I think it will take forever to recoup the cost.

MC: Based on time, developers would be incentivized to do as much advance work as possible so time you spend on it is minimized.

CW: Or it could go where we are seeing more construction happening; timing the review to the inspection.

CA: I think it's a little dangerous to go down this path. I think you have to decide if the issue you are dealing with is that you are a City department and also a utility. A utility is operating on the basis of recouping cost through fees of services recovered monthly and the ability to recoup that particular subset of activities. Code Enforcement charges permit fees / plan review fees and balances our budget based on fees separate from the County. The difference between Code Enforcement and Charlotte Water is that Code Enforcement isn't charging a monthly rate after construction and issued CO. To compare adding development fees of this nature to what certain other departments (Code Enforcement) might be doing that don't continually charge for a service in gratuity of that property is not comparing apples to apples. Not saying you should or shouldn't but be cautious. I'm not sure that adding these fees will meet the City's goals and or how to manage, but it is a unique department within the structure of the City.

WT: On the other hand you have a fee structure in place, to modernize and make more responsive to the cost. Rate payers should be paying rates for all costs of providing them with their water with the capital needed to function properly; but should they be the ones paying the cost of the development expansion?

TH: Are you covering fees on the load you have now? Are you breaking even or losing money?

CW: We are covering it now with our capital.

TH: So your fees aren't covering and raising rates is pay to play.

CA: Are you taking money out of capital reserves to pay for this plan?

CW: Our capital account pays for all of our salaries, overhead, benefits and everything associated.

CA: Is the capital account replenished through monthly rates and you aren't taking money out of reserve fund because you can't balance the budget and the rates are paying for this?

CW: Yes it currently pays for this, salaries, improvements, replacements, etc.

TH: So you are proposing a supplement of funding via additional rates and a new service fee increase to spruce up facilities?

CW: And pay down debt. It's a cash in cash out.

CA: If that is what you are trying to do in a volatile cyclical market may do more harm than good.

TB: You have a great group of people and it seems like a really bad idea.

6. GARTNER/AE-GC-BUILDER TASK FORCE RECOMMENDATIONS

Jim Bartl shared that in the BDC's March 3rd Special Meeting, members approved proceeding with Meck-SI tech changes, also requesting that the department reconvene the Code Compliance Task Force to work on topics 17 & 18. Invitations were sent out on March 20 and redistributed on April 8. The first CCTF reconvene meeting is tentatively scheduled for 10:00 a.m. to 12 p.m. on May 11th. In the March 3rd meeting, the BDC also requested placing 5 topics on today's agenda listed below:

- i. Comment on proceeding with recommendations covered by Part 2 of the Final Report
- ii. "Best Practice" accountability measures for Code Officials and the design/construction community
- iii. Notes on Consistency, Part 5.5
- iv. RTAP's customer service concerns in addition to those addressed in topic 8 report
- v. Training direction to Department on responsibility and limits (report item 5.8)

Jim went on to say that assuming the BDC concurs with the 'best practice' summaries developed by the Task Force and reviewed on March 3rd, the Department plans to integrate in staff mid-year and year-end review processes. The remaining question is how to hold AE's and contractors accountable. We can try to resolve these issues in BDC meetings or we can create a subcommittee to develop measures for accountability.

Part 5 from "Notes on Consistency" reviewed and included 5 suggested changes to training, customer awareness, on plan review not 100%, code defect language changes, and BDC member association responsibilities. See Appendix A.7 Notes on Consistency, part 5, for details.

On RTAP's, how to address other customer service concerns in addition to those in topic #8 of the report included a process change with list of expectation on when proposed change can be handled by a bulletin drawing versus being referred to plan review. When plan review is required the technology changes require the inspector to indicate the issue. The Task Force requested further study by the BDC on how this works for customers. We can try to sort out and discuss in BDC meetings or assign this issue to the CCTF to sort with items #17 and #18.

While there is only one BDC assigned action item (see Appendix A.1); it specifically notes training. The Task Force field of work and recommendations is so far ranging as to go beyond a simple statement of "training on process and technology". The recommendations in Part 2 of this report call for or effectively require training on at least 8 items. Jim asked if this is something the board felt we could discuss during the monthly BDC meeting or should it be assigned to the CCTF or a new committee.

CA: Is the Task Force a reconstruction of a previous group?

JB: In 1999 we assembled the task force to for the contractor pass rates initiative and then again in 2008 for auto notifications.

CA: On RTAP staff did good providing documentation on implementation. Concern is what will the process look like? It didn't deal w/ streamlining and I would suggest pulling together a subcommittee.

TB: Can you add 'best practice' to the subcommittee's agenda?

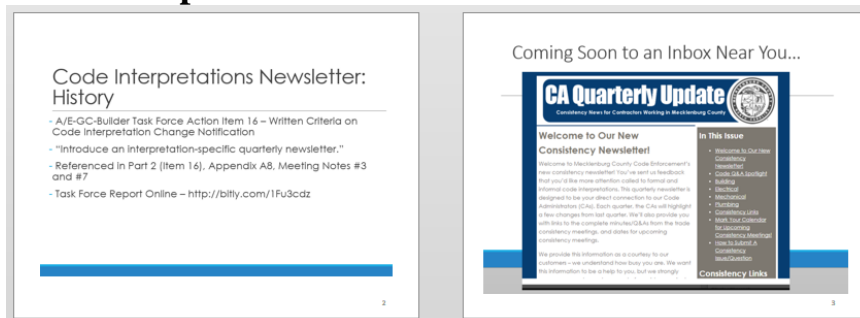
JNB: Yes, will do.

Travis Haston suggested deferring consistency and training to the May meeting.

JNB: Done.

Jim went on to say that we can proceed with action items to, describe the customer liaison roll, check for P&I system input redundancy, training on process and technology, preconstruction meetings as part of Meck-SI changes, customer notification use and code interpretation notification.

7. Code Interpretation Newsletter



Shannon Clubb described the upcoming "interpretation specific quarterly newsletter" saying that last Friday, a draft concept of the newsletter was e-mailed to members for advance review. She reviewed the format sharing that in future issues, "welcome" will be replaced with key interpretations by us or DOI (such as the current work on UL 336). She described the navigation box and the reminders of Consistency Team meeting dates and how to submit an issue. BEMP lead items will always be actual, from consistency team discussions, and hopefully will interest the reader enough to use the link to connect to meeting minutes.

TB: This is great.

CA: What if we provide you with a primary contact from our associations to help you get information to our groups?

TB: The reminder on plan submittal was helpful.

TB: Katherine Lewis is the primary contact for HBA of Charlotte.

MC: You could use different colors for the 'Consistency Meeting' and 'Library'.

TB: It would be helpful if you could include City updates as well.

8. QUARTERLY REPORTS

Code Compliance Report

Gary Mullis presented the Code Compliance Report, stating:

- "Not ready"; Bldg – 6.92% (was 6.98%), Elec – 7.57% (was 7.52%), Mech – 6.51% (was 6.71%), plbg – 8.43% (was 7.93%)
- Rough/finish % split varies, some up, some down
 - Bldg; rough @ 35.16% (was 36.81%), finish @ 22.48% (was 21.67%)
 - Elec; rough @ 23.5% (was 23.29%), finish @ 51.13% (was 52.02%)
 - Mech; rough @ 26.56% (was 29.49%), finish @ 54.91% (was 52%)
 - Plbg; rough @ 24.79% (was 26.01%), finish @ 41.88% (was 41.25%)
- "Top 20" repeating topics; building at 90%, Electrical at 80%, Mech at 90% and Plbg at 90%

Consistency Team Report

Lon McSwain presented the Consistency Team Report, stating;

- Building: held two sets of meetings this quarter.
 - Bldg-Residential: addressed a total of 17 questions. Contractor attendance averaged 5.5 at each meeting.
 - Bldg-Commercial: addressed a total of 17 questions. There were no contractor or AE attendees at any of these meetings.
 - March Consistency meetings were cancelled as they conflicted with LUESA University Day.
- Electrical: held three consistency meetings. In total, the meetings addressed 43 topics, with 4 contractors attending the March meeting.
- Mechanical/Fuel Gas: held three consistency meetings. In total, the meetings addressed 11 topics, with 2-3 contractors attending each meeting.
- Plumbing: held three consistency meetings. In total, the meetings addressed 13 topics, with 3-5 contractors attending each meeting.

Technical Advisory Board Quarterly Report

Lon McSwain presented the TAB Quarterly Report stating the TAB met on March 30th, focusing on a construction product that may see use on future MF projects.

- Imison Wall Panel: a metal frame imbedded expanded polystyrene covered inside and out with metal wire lath and two coats of concrete; used a great deal in South Africa on SF & MF; ease of construction, insulation value, and durability make this an attractive building material.
- TAB discussed plumbing and electrical issues as well as what approved lab testing is available.

The TAB will schedule another meeting to continue review after test/evaluation reports are available.

Commercial Plan Review Report

Chuck Walker presented the Commercial Plan Review Report stating;

Part I: 58% of projects pass on 1st rev'w (down from 65%); 87% passed on 2nd rev'w (down from 91%)

- pass rates on 1st review by trade:

Bldg–74% (was 75%); Elec – 85% (was 88%); Mech – 85% (was 85%); Plbg – 83% (was 82%);

Part II: most common defects: examples

- Bldg: Appendix B, UL assembly, energy summary, exit related (2), structural, building height & area.

- Elec: services/feeders, general, branch circuits, grounding/bonding, AC/ref’g eqpt, motors, transformers.
- Mech: eqpt location & inst’l, fresh air req’t, exhaust, duct systems, secondary condensate, gas piping.
- Plbg: drainage piping, plbg syst inst’l, venting, water distr piping & mat’ls, traps, minimum facilities.

Part III: use of “approved as noted” (AAN) at 33% by all trades on average (last quarter was 34%)

- biggest users; CFD (84%) and MCFM (79%)
- critical path users; Bldg (27%, down from 30%)__, Elec (16%, up from 15%)__,
 Mech (10%, down from 13%)__, Plbg (10%, same as last quarter %)__
- So Bldg and Mech down 3%__, Elec up a little__, Plbg same__.

9. QUARTERLY BDC EXERCISE

April, 2013 Change of BDC leadership Lien agent legislative change Status of 12/4/2012 betterment Trends considered in Fy14 budget development CTAC-EPS installation takes Dept to 98% paperless	July, 2013 Ft14 Code Enforcement budget proposal Economic data trends and betterment proposal POSSE upgrade announcement Fy14 budget technology enhancements	October, 2013 New BDC members Code interp search engine goes live Owner-developer webpage and “starting a small business” webpage BIM-IPD and future Department challenges	January, 2014 Role of the BDC 2014 CSS survey distribution HCD team concept CSC design project BDC discussion of BCC 6 year code cycle proposal
April, 2014 CA web search engine available Customer Service Center design project work BDC Select Comm to meet with industry IRT Subcommittee recommendation to add inspector positions	July, 2014 Customer Service Center Project status Phased Occupancy Best Practice Summary Select Committee status and following Task Force work Overview of the Department's work	October, 2014 AE-GC-Builder Task Force startup and progress MF Elec Service revised DOI interpretation Reminder on paperless review process AE feedback tool Fy14 results BDC Select Committee completes assignment	February, 2015 Gartner Report status AE-GC-Builder Task Force recommendations Best Practice summaries HCD Team progress Fy16 budget process
April, 2015 New BDC Members Customer Service Center Development Update LUESA Office Location Move Subcommittee Work on Task Force Recommendations			

10. DEPARTMENT STATISTICS REPORT

March 2015 Statistics

Permit Revenue

- March permit (only) rev - \$1,751,987, compares to February permit rev - \$1,595,269
- FY15 budget projected monthly permit rev = \$1,716,109; March is \$35.8k above projection
- YTD permit rev = \$15,644,516 is above projection (\$15,444,778) by \$200k or 1.3%.

Construction Value of Permits Issued

- March total - \$499,622,169, compares to February total - \$448,817,570
- YTD at 3/31/15 of \$3,994,198,498; 36% above FY14 constr value permitted at 3/31/14 of \$2.9377B

Permits Issued

	Feb	March	3 Month Trend
Residential	3987	4518	3872/3893/3987/4518
Commercial	2327	2968	3237/2471/2327/2968
Other (Fire/Zone)	456	613	461/363/456/613
Total	6770	8099	7570/6727/6770/8099

- Changes (Feb-March); Residential up 12%; commercial up 22%; total up 17%

Inspection Activity: Inspections Performed

Insp. Req.	Feb	Mar	Insp. Perf.	Feb	Mar	% Change
Bldg.	5317	7091	Bldg.	5317	6958	+30%
Elec.	6215	7935	Elec.	6237	7886	+26%
Mech.	3289	4099	Mech.	3385	4080	+20%
Plbg.	2679	3538	Plbg.	2780	3484	+25%
Total	17,500	22,663	Total	17,719	22,408	+26.4%

- Changes (Feb-March); all trades up 20-30%; Insp performed were 98.9% of insp requested

Inspection Activity: Inspections Response Time (new IRT report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Feb	Mar	Feb	Mar	Feb	Mar	Feb	Mar
Bldg.	75.6	79.3	92.0	94.6	97.9	99.0	1.34	1.27
Elec.	52.0	57.6	84.4	91.9	95.5	99.0	1.68	1.52
Mech.	65.4	75.3	91.1	96.7	98.3	99.4	1.45	1.28
Plbg.	57.5	71.4	87.7	96.7	98.4	99.7	1.56	1.31
Total	62.5	69.7	88.5	94.3	97.2	99.2	1.51	1.37

- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**, so the IRT report indicates the February average is currently **15.3% below the goal range**.
- Though below goal, across the board, the numbers are better this month, especially M/P.

Inspection Pass Rates for March, 2015

OVERALL MONTHLY AV'G @ 81% in March, compared to 81.08% in February

Bldg: February – 75.87%
March – 76.55%

Elec: February – 77.3%
March – 76.76%

Mech: February – 85.71%
March – 85.94%

Plbg: February – 89.72%
March – 89.35%

- Bldg & mech up <1%; elec & plbg down <1%
- Overall average down slightly from last month, and above 75-80% goal range

On Schedule and CTAC Numbers for March, 2015

CTAC:

- 116 first reviews, compared to 84 in February.
 - Projects approval rate (pass/fail) – 73%
 - CTAC was 36% of OnSch (*) first review volume ($116/116+163 = 279$) = 41.6%
- *CTAC as a % of OnSch is based on the total of only scheduled and Express projects

On Schedule:

- November, 13: 207 -1st rev'w projects; on time/early–95.87% all trades, 94% B/E/M/P only
- December, 13: 157 -1st rev'w projects; on time/early–96% all trades, 92.5% B/E/M/P only
- January, 14: 252 -1st rev'w projects; on time/early–92.38% all trades, 94% B/E/M/P only
- February, 14: 199 -1st rev'w projects; on time/early–85% all trades, 95.25% B/E/M/P only
- March, 14: 195 -1st rev'w projects; on time/early–97.38% all trades, 95% B/E/M/P only
- April, 14: 242 -1st rev'w projects; on time/early–94% all trades, 90.5% B/E/M/P only
- May, 14: 223 -1st rev'w projects; on time/early–97.63% all trades, 96% B/E/M/P only
- June, 14: 241 -1st rev'w projects; on time/early–94% all trades, 95% B/E/M/P only
- July, 14: 203 -1st rev'w projects; on time/early–90.4% all trades, 96% B/E/M/P only
- August, 14: 248 -1st rev'w projects; on time/early–85.75% all trades, 96% B/E/M/P only
- September, 14: 189 -1st rev'w projects; on time/early–92% all trades, 94.75% B/E/M/P only
- October, 14: 239 -1st rev'w projects; on time/early–95% all trades, 94% B/E/M/P only
- November, 14: 194 -1st rev'w projects; on time/early–95.6% all trades, 95.25% on B/E/M/P only
- December, 14: 203 -1st rev'w projects; on time/early–95.25% all trades, 94.25% on B/E/M/P only
- January, 15: 185 -1st rev'w projects; on time/early–92.88% all trades, 93.5% on B/E/M/P only
- February, 15: 192 -1st rev'w projects; on time/early–94.75% all trades, 96.5% on B/E/M/P only
- March, 15: 210 -1st rev'w projects; on time/early–95.1% all trades, 97.5% on B/E/M/P only

Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on March 30, 2015, showed
 - 1-2 hr projects; at 2 work days booking lead, except bldg.-5 work days, MP - 4, City Zon'g - 6
 - 3-4 hr projects; at 2-4 work days lead, except bldg.-5, MP-6, and City Zon'g at 9 work days
 - 5-8 hr projects; at 3-5 days, except bldg.-15, MP-20, & City Zon'g-13 work days
- CTAC plan review turnaround time; BEMP at 3 work days, and all others at 1 day.

- Express Rev'w booking lead time; 5 work days for small projects, 15 work days for large projects

Status Report on Various Department Initiatives

Feedback for City-County Joint Team

Jim shared with the BDC that the City & County currently have a joint effort, the Immediate Process/Technology Improvement Team. The team requests input from the BDC on the value of the City, County and Towns collecting and assembling data as to the length of time it takes to get through the entire permitting and inspections processes of all agencies. This timeline would umbrella all involved agencies showing Code Enforcement, W&LR, City & all other agencies involved, including date submitted & date responded for all cycles. Plus the time a submittal spends in the owner's shop before it comes back in. The thought is this could be used two ways by customers and local gov't. Customers would be able to see a big picture of the entire process timeline and Local government would be able to compare pre and post-process improvement (Gartner/TF) data. Customers can currently access the status of their projects in EPM via their dashboards, and the Stat Map is where Guests and POSSE users access project status. Would the BDC find value in this type of information?

MC: It would help customers not be confused as to what department has holds on their project.

TB: Will this show up on the dashboard we are working on?

Jonathan Bahr suggested tabling this item and discussion to the May 19th meeting.

Updates on Other Department Initiatives in the Works

Since the meeting ran long, the Department's report on other initiatives was cut short. Consequently, on April 22nd, the Department e-mailed a memo from the Code Enforcement Director to BDC members briefly reviewing status on the following:

- 1) HCD Team status update presentation
- 2) Electrical Plan Review Scope
- 3) Consistency Data Report follow up on defect codes
- 4) Follow up on the 2014 Service Delivery Enhancement proposal
 - a) Hybrid Collaborative Delivery Team
 - b) PM/CEM support pilot
 - c) Customer Service Center Design project

11. Adjournment

The April 21st meeting of the Building Development Commission adjourned at 5:20 p.m. The next meeting of the Building Development Commission is scheduled for Tuesday, May 19, 2015.